

BROOKINGS COUNTY COMMISSION MEETING
Tuesday, January 6, 2015

The Brookings County Board of County Commissioners met in regular session on Tuesday, January 6, 2015 with the following members present: Lee Ann Pierce, Larry Jensen, Ryan Krogman, and Stephne Miller. Tom Yseth was absent.

Call to Order

Finance Officer Vicki Buseth called the meeting to order.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Reorganization of the Board

Motioned by Miller, seconded by Krogman to elect Tom Yseth as Chairman for 2015. Roll call vote: Krogman "aye", Miller "aye", Jensen "aye", Pierce "aye". Motion carried.

Motioned by Miller; seconded by Jensen to elect Ryan Krogman as Vice-Chairperson for 2015. Roll call vote: Miller "aye", Jensen "aye", Pierce "aye", Krogman "aye". Motion carried.

Citizen Invitation

Brookings County resident Doc Knaus said he was working with former Commissioner Don Larson on the drainage issues south of Brookings near his home. He said the conversations had started and he wants them to continue. Knaus said he would also like to discuss the county's gravel bidding process and look at revising how this is done. Vice-Chairperson Krogman said Knaus's concerns would be added to the next commission agenda for discussion.

New 3rd Circuit Court Administrator, Jenny Hammrich, introduced herself to the board.

Approval of Agenda

The agenda for the January 6, 2015 Commission Meeting was approved without objection from the board.

Consent Agenda

The consent agenda was approved as amended without objection from the board.

Travel & Education Requests: Robert Hill to attend the G265 Instructional Delivery Skills Course, January 14th-16th in Pierre; Robert Hill to attend Brookings Day at the Capitol, January 21st in Pierre; Joyce Dragseth and Chris Lilla to attend the SDAAO District 5 Quarterly Meeting, January 21st in Flandreau.

Personnel Action Notices: routine step increase-Mike Erickson to \$20.65, effective September 1, 2014; routine step increase-Abigail Howard to \$86,245.00, effective January 1, 2015.

Tablet Stipends: \$500 approved for Lee Ann Pierce; \$500 approved for Larry Jensen; \$500 approved for Stephne Miller.

Human Services Report: case #14-073 for Brookings Hospital-denied; case #14-215 for the City of White-approved; case #14-218 for rent-approved; case #14-219A for Lewis Drug-denied.

Routine Business

Approval of Claims

Motioned by Miller, seconded by Jensen to approve the following claims. Roll call vote: Pierce "aye", Krogman "aye", Miller "aye", Jensen "aye". Motion carried.

2014 Claims: A&B Business Inc, Copier Maint, \$132.23, Copier Maint, \$45.33, Copier Maint, \$187.81; Allegra Print & Imaging, Business Cards, \$67.50; Alton Township, Gopher Bounty, \$58.50; Bangor Township, Gopher Bounty Program, \$129.00; Brookings County Finance, Delinquent Taxes, \$485.32; Brookings Health System, November Blood Testing, \$3,468.75, Pmd, \$591.49, ER Sexual Assault Exams, \$873.44; Century Link, Long Distance Phone, \$114.37; City of Brookings, E911 Aug/Sept/Oct, \$76,129.78; Electronic Security Equipment, Reinstall Security System, \$150.00; Executive Mgmt Finance Office, Technology Access Fee Nov 2014, \$26.00; Foerster Office & Supply, Assessment Paper, \$30.00; Forrest Holdings Inc, Tax Cert Redemption, \$107.27, Tax Cert Redemption, \$996.17; Georgetown Law OJA, Renew Law Journal, \$85.00; Holzhauser, Michael, Conference Mileage/Per Diem, \$170.34, Conference Mileage/Per Diem, \$397.86; JCL Solutions, Cleaning Supplies, \$46.98; L.G. Everist Inc, Icing Sand, \$1,215.36; Lake Hendricks Township, Gopher Bounty Program, \$262.50; Lake Sinai Township, Gopher Bounty Program, \$48.00; M&T Fire & Safety Inc, Fire Extinguisher/Med Kit, \$103.00; M.E. McCann, CAA, \$547.87, CAA, \$359.13; Midwest Management/BMO Harris, Tax Cert Redemption, \$1,192.75; NACCTFO, National Dues, \$75.00; National 4-H Council, Fashion Revue Medal, \$10.42; Nancy J Nelson, CAA, \$139.20; Oakwood Township, Gopher Bounty Program, \$79.50; Office Depot Inc, Envelopes, \$162.00; Oslo Township, Gopher Bounty Program, \$516.00; Pennington County Sheriff, Prisoner Transports, \$337.95; Pitney Bowes, Postage Meter Rental, \$123.45; SD Dept of Labor, Sheriff Trust, \$267.20, Sheriff Trust, \$304.31; SD Dept of Transportation, County Pavement Markings, \$4,977.86; Sioux Falls Two Way Radio, Install Radio Antenna, \$917.96; Thomson Reuters - West, NW Reporter, \$229.75; Vandenberg Law, CAA, \$174.00; Volga Township, Gopher Bounty Program, \$111.00; Walburg, Duane, Animal Control Mileage, \$38.00; Walmart Community, Office Supplies, \$38.55, Ice Melt/Bleach, \$35.24, Office/Program Supplies, \$114.53; Yankton County Sheriff, Service of Process, \$25.00; Yankton County Treasurer, MI Hearings, \$413.90.

2015 Claims: Alert Magazine, LLC-SD, Advertising, \$125.00; CNA Surety, Employee Bond, \$6,253.00; First District Association, 1st Qtr Pmt Joint Coop Agreement, \$9,813.33; Fishback Ins Agency, Notary Bond, \$50.00; Johnson Controls, Service Agreement,

\$14,540.10; Manatron Inc, Marshall & Swift Rate Tables, \$2,352.66; Morphotrak Inc, Livescan Maint/Support, \$7,170.00; NACo, Membership Dues, \$639.00; Otis Elevator Company, Elevator Maintenance Contract, \$5,733.38; SD Sheriff's Association, Membership Dues, \$1,308.95; SDACC, Membership Dues, \$4,975.10; SDACO, Yearly Dues, \$2,762.55; Secretary of State, Notary Fees, \$30.00; Society for Human Resources, Annual Membership Dues, \$190.00; Tyler Technologies, Contract Renewal, \$57,628.86; Vantek Communications Inc, North Repeater Monthly Fee, \$100.00.

Department Head Reports

County Development Director Robert Hill welcomed new Commissioners Pierce and Jensen. Hill provided year-end information for Planning & Zoning, Emergency Management and the Local Emergency Planning Committee. Hill also provided information on the City of Brookings's Sustainability City Council's request to have a county employee on that board. Miller said she doesn't think it should be a county staff person or a commissioner. She said that if they want a county representative, they should seek applicants. Krogman agreed they should go through the application process and he is not in favor of having Deputy County Development Director Meghan Thoreau on that board. Like other boards, he said they choose from applicants or appoint a commissioner. Hill also discussed the Senior Officials Workshop on April 9th and an upcoming exercise in March.

Scheduled Agenda Items

As scheduled at 9:15 a.m., First District Association of Local Governments Executive Director Todd Kays presented their year-end report. Miller thanked Kays and his staff for all they do for the county. Krogman said Kay's staff is always very responsive and the county's dues are well spent.

As scheduled at 9:30 a.m., Program Director with the Brookings County Youth Mentoring Program, Patty Bacon, and Chairman of the program's Board of Directors, Wendy Long, updated the board on the program. Pierce said that she is a mentor and that it is a wonderful program. Krogman asked where the program currently receives funds from. Bacon said primarily through grants and fundraising events. Miller directed BCYMP to fill out a non-mandated application for 2016 funding from the county. She said the budget for 2015 has already been set. Finance Officer Vicki Buseth said she is a mentor as well and that the program does make a big difference.

Department Head Reports continued

Veterans and Human Services Director Mike Holzhauser welcomed new commissioners Pierce and Jensen. He provided background information on how his office helps those who request assistance. Holzhauser said the phone calls and foot traffic in the office slow down around the holiday season. He said an average of 100 calls per week is normal for their office.

Director of Equalization Joyce Dragseth also welcomed Pierce and Jensen. She invited the commissioners to visit her office if they have questions on the appraisal process in Brookings County. Dragseth said she will present the 2015 Assessment Plan and valuation changes at the next commission meeting. She said Professors Larry Janssen and Doug Malo will be presenting a class on appraisal at SDSU and have asked her office for assistance.

Finance Officer Vicki Buseth said the levies were approved by the Department of Revenue and that tax notices will be sent out this week.

Sheriff Martin Stanwick welcomed Pierce and Jensen. He said there are currently 24 jail inmates with 11 on work release. Stanwick reported that in 2013 there was an average of 20 inmates and in 2014 there was an average of 26 inmates. He said the jail is manageable when there are 30 inmates or less at the detention center. He said if there are more than 30, additional staff may need to be brought in to assist. Stanwick said there are 56 participants on the 24/7 program with 25 participants checking in twice a day, 24 on the SCRAM program, and 7 testing in other counties. Stanwick reported four accidents with one injury accident after the most recent snow storm. He said the City of White Fire Department was called out to help with a call and ended up being hit by another car. He said no one was injured and that he appreciates the volunteer fire departments and the assistance they provide. Stanwick said that Commissioners Pierce and Jensen will be added to media release emails that are sent out by Assistant Sheriff Scott Sebring as well.

Highway Superintendent Richard Birk also welcomed Pierce and Jensen. He said the snow is the immediate issue now. Birk said they received a letter from the Department of Transportation offering counties the opportunity to exchange STIP funding for State money in 2015. He said his recommendation is to keep the funds in the STIP program; it won't make a difference for the 2015 plans. Birk said there is possible communication in Washington of raising the federal gas tax. He said he's hoping to get some long-term financial help from the Feds.

Birk updated the board on the proposed 2015 projects. He said the agenda includes 34th Avenue, 213th Street, North Highway 77, a bridge by the gun range and a couple of box culverts. Birk said there is also the routine annual maintenance. He said that Minnesota LTAP (Local Technical Assistance Program) is sponsoring a conference in February on innovative and new techniques for roads and asphalt. Birk said the conference will be held in Mankato, MN and he plans to attend. Birk said another conference he would like to go to is the NACE National Conference in April.

Pierce asked Birk if the 20th Street overpass was on the list to discuss. Birk said that would be a City of Brookings project and the road to the east is a township road. Pierce asked if the county is participating in the discussion. Birk said they are as a listener at this point. Pierce said she has been approached by several people about the overpass. Krogman said the State will have the main say in this project. Hill said the ad hoc transportation committee is also discussing the overpass project. Krogman said that the county should look at this as part of their strategic plan.

Regular Business

Motioned by Miller, seconded by Jensen to approve the Brookings Register, Volga Tribune, and Tri-City Star as the legal papers of Brookings County for 2015. Commission Department Director Stacy Steffensen said there are always three legal papers designated each year, the Brookings Register, Volga Tribune, and every other year it's the Tri-City Star or Elkton Record.

Pierce asked if research had been done on including other papers that reached more county residents. She suggested the Town & Country Shopper. Miller said the county spends a great deal of money on publication costs. She said a paper may need to be eliminated if another is added and the budget is set for 2015. Pierce said she would like to look at other options for publication because of past issues. Krogman said he would like to stay consistent with what papers are serving as legal papers. Jensen asked if additional papers could be used depending on the issue. Miller said that additional papers have been used before. She said with the issue Pierce is referring to, the notices were published in additional papers. Hill said the Arlington Sun has been used when there are issues concerning the Lake Poinsett area. Steffensen said the budget for publishing in 2014 was \$40,000 and \$34,366 was spent. Pierce said she wants the board to look to see if the publishing is being done right; look at circulation and make sure they're having the best outreach. Steffensen said she would look into circulation numbers and costs. Miller said that these papers will need to be approved today and the board can always revisit the topic. Roll call vote: Krogman "aye", Miller "aye", Jensen "aye", Pierce "aye". Motion carried.

Motioned by Pierce, seconded by Miller to approve the official depositories for Brookings County funds and moneys for 2015 as follows: Richland State Bank, Bankstar Financial, Citizens State Bank, First Bank & Trust of Brookings, Dacotah Bank, Wells Fargo, Home Federal, and Metabank. Buseth said these are all the banks in the county. She said they do not use credit unions because they don't pay the bank franchise tax. Buseth said this is also part of the county's investment policy. Roll call vote: Miller "aye", Jensen "aye", Pierce "aye", Krogman "aye". Motion carried.

Motioned by Miller, seconded by Pierce to approve and authorize Vice-Chairperson Krogman to sign Resolution #15-01: a resolution setting the Official Pay Plan for 2015 for Brookings County. Roll call vote: Jensen "aye", Pierce "aye", Krogman "aye", Miller "aye". Motion carried.

RESOLUTION #15-01 A RESOLUTION SETTING THE OFFICIAL PAY PLAN FOR 2015

Be it resolved by the governing body of Brookings County, South Dakota:

That the official Pay Series and Management Salary Compensation increase as indicated in the attachments hereto is administered for the year 2015 to become effective January 1, 2015.

Passed and approved this 6th day of January, 2015.

ATTEST:

Vicki Buseth

Finance Officer

Brookings County

Ryan Krogman

Vice-Chairperson

Brookings County Commission

Commission Department (HR & Technology)

Commission Department Director

County Commissioners

position

Information Technology Support Specialist

GIS Technician

HR Specialist

Office Coordinator

General Maintenance Worker

Administrative Intern

position

GIS Intern

position

FTE

1

2.5 (5 @ .5)

1

1

1

1

2

.5

.5

GRADE

E-13

Non-graded

N-9

N-9

N-8

N-5

N-3

Non-graded

Non-graded

County 4-H

PT 4-H Program Assistant

Step 2 only)

FTE

1 (2 @ .5)

GRADE

N-5 (Step 1 &

County Health

Administrative Assistant

PT Administrative Assistant

Step 2 only)

FTE

1

.6

GRADE

N-4

N-4 (Step 1 &

County Development Department

Director

Deputy Director

Office Manager

Intern

position

FTE

1

1

1

1

GRADE

E-11

N-9

N-5

Non-graded

Equalization Department

Director

Deputy Director

Appraiser II

Administrative Assistant

FTE

1

1

3

2

GRADE

E-11

N-8

N-6

N-4

Finance Department

FTE

GRADE

Finance Officer	1	E-12
Deputy Director	1	N-7
Senior Finance Assistant	2	N-6
Finance Assistant II	1	N-5
Finance Assistant	2	N-4
PT Finance Assistant Step 2 only)	.5	N-4 (Step 1 &
Temporary Election Worker position	1 (4 @ .25)	Non-graded

Highway Department	FTE	GRADE
Highway Superintendent	1	E-13
Lead Foreman 13)	1	N-9 (Steps 9-
Road Foreman 13)	1	N-8 (Steps 9-
Shop Mechanic	1	N-7
Equipment Fabricator/Welder	1	N-7
Heavy Equipment Operator (Hazmat)	1	N-7
Heavy Equipment Operator	5	N-6
Office Manager	1	N-5
Equipment Operator	5	N-5
Sign Technician	1	N-5
Trucker Driver	.5-split employee	N-3

Register of Deeds	FTE	GRADE
Register of Deeds	1	E-11
Deputy	1	N-6
Administrative Assistant	1	N-4

Sheriff's Department	FTE	GRADE
Sheriff	1	E-15
Assistant Sheriff	1	E-12
Jail Administrator	1	E-11
Deputy-Sergeant	2	N-10
Deputy	7	N-8
Corrections Sergeant (Certified)	1	N-7
Correctional Officer	6	N-5
Office Manager	1	N-5
Administrative Assistant	1	N-4
PT Deputy Sheriff Step 2 only)	1 (3 @ .33)	N-8 (Step 1 &
PT Correctional Officer Step 2 only)	7 (14 @ .5)	N-5 (Step 1 &
Detention Center Nurse position	.25	Non-graded

Jail Greeter position	.5	Non-graded
State's Attorney	FTE	GRADE
State's Attorney	1	E-19
Chief Deputy State's Attorney	1	E-17
Deputy State's Attorney (start date)	1	E-13 (9/1/15)
Victims/Witness Assistant/Office Administrator	1	N-8
Legal Assistant	3	N-7
Veterans & Human Services Department	FTE	GRADE
Director	1	E-11
Deputy Director	1	N-6
Weed Department	FTE	GRADE
Supervisor	1	E-7
PT Weed Enforcement & Bio Control Officer (Step 2 Only)	.5	N-4 (Step 1 & Step 2 Only)
Truck Driver	.5-split employee	N-3

N=Non-Exempt Position; E=Exempt Position

2015 Wage Ranges

Pay Grade	Minimum	Mid-Point	Maximum
1	\$26,054.00	\$29,311.00	\$32,568.00
2	\$28,008.00	\$31,509.00	\$35,010.00
3	\$30,109.00	\$33,872.00	\$37,636.00
4	\$32,367.00	\$36,413.00	\$40,459.00
5	\$34,794.00	\$39,144.00	\$43,493.00
6	\$37,404.00	\$42,079.00	\$46,755.00
7	\$40,209.00	\$45,235.00	\$50,262.00
8	\$43,225.00	\$48,628.00	\$54,031.00

9	\$46,467.00	\$52,275.00	\$58,084.00
10	\$49,952.00	\$56,196.00	\$62,440.00
11	\$53,698.00	\$60,410.00	\$67,123.00
12	\$57,726.00	\$64,941.00	\$72,157.00
13	\$62,055.00	\$69,812.00	\$77,569.00
14	\$66,709.00	\$75,048.00	\$83,386.00
15	\$71,712.00	\$80,676.00	\$89,640.00
16	\$77,091.00	\$86,727.00	\$96,363.00
17	\$82,873.00	\$93,232.00	\$103,591.00
18	\$89,088.00	\$100,224.00	\$111,360.00
19	\$95,770.00	\$107,741.00	\$119,712.00

Non-Graded Part-Time Positions		
E	County Commissioners	\$16,678.00
N	Detention Center Nurse	\$21.00
N	Internships	\$10.50
N	Jail Greeter	\$11.00
N	Temp Election Workers	\$10.50

Motioned by Pierce, seconded by Jensen to approve and authorize Vice-Chairperson Krogman to sign Resolution #15-02: a resolution setting meeting pay and per diem rates for volunteer county boards for 2015. Roll call vote: Pierce “aye”, Krogman “aye”, Miller “aye, Jensen “aye”. Motion carried.

RESOLUTION #15-02
A RESOLUTION SETTING MEETING PAY AND PER DIEM RATES
FOR VOLUNTEER COUNTY BOARDS FOR 2015

Be it resolved by the governing body of Brookings County, South Dakota:

That the official meeting pay and per diem rates are in effect for the year 2015 and become effective January 1, 2015.

Meeting Pay:

Weed Board Members	\$35 per meeting
Zoning Board Members	\$50 per meeting
Extension Board Members	\$35 per meeting

Mileage

Reimbursed according to approved county policy which follows the current state rates.

Per Diem

Reimbursed according to approved county policy which follows the current state rates.

Passed and approved this 6th day of January, 2015.

Ryan Krogman

Vice-Chairperson

Brookings County Commission

ATTEST:

Vicki Buseth

Finance Officer

Brookings County

Motioned by Miller, seconded by Pierce to approve and authorize Vice-Chairperson Krogman to sign Resolution #15-03: a resolution setting the pay for election workers for 2015. Background information was provided by Buseth and Steffensen. Pierce asked if the county is able to get enough workers to run the election. Buseth said that most of the people who volunteer are retired, but it has been an issue to get enough people. She said she doesn't think it's the pay, but the time commitment. Steffensen said the county spent approximately \$22,500 on election workers for both the primary and general elections in 2014. Roll call vote: Krogman "aye", Miller "aye", Jensen "aye", Pierce "aye". Motion carried.

RESOLUTION #15-03 A RESOLUTION SETTING PAY FOR ELECTION OFFICIALS IN 2015

WHEREAS, it will be necessary to appoint election officials in 2015, and

WHEREAS, pursuant to SDCL 12-15-11, the fee paid to election officials shall be established annually by the Board of County Commissioners at its first meeting of the year.

NOW THEREFORE BE IT RESOLVED by the Brookings County Board of County Commissioners, that for the year 2015, election officials shall be paid as follows:

Precinct Deputy	\$11.00 per hour
Precinct Superintendent	\$11.50 per hour

Election School Attendance \$15.00

Passed and approved this 6th day of January, 2015.

Ryan Krogman
Vice-Chairperson
Brookings County Commission

ATTEST:

Vicki Buseth
Finance Officer
Brookings County

Motioned by Miller, seconded by Pierce to approve the following cell phone reimbursements for 2015: Roll call vote: Miller "aye", Jensen "aye", Pierce "aye", Krogman "aye". Motion carried.

County Cell Phone Reimbursements 2015

Name	Amount	Department
Birk, Dick	\$105.00	Highway
Buseth, Vicki	\$105.00	Finance
Chapman, Bev	\$105.00	Register of Deeds
Clifford, Darci	\$30.00	Contract Law
DeJong, Darren	\$60.00	Jail
Dragseth, Joyce	\$105.00	Equalization
Friedrich, Cliff	\$45.00	Highway
Gengler, Michael	\$30.00	Sheriff
Giegling, Mike	\$30.00	Sheriff
Gross, Linda	\$30.00	Highway
Haider, Darin	\$60.00	Sheriff
Hill, Robert	\$105.00	Emergency Management/Zoning
Holm, Joanie	\$30.00	Coroner
Holzhauser, Michael	\$105.00	Veteran's/Welfare
Hostler, Shawn	\$30.00	Sheriff
Howard, Abigail	\$105.00	State's Attorney
Jensen, Larry	\$75.00	Commission
Kriese, Jeremy	\$30.00	Contract Law
Krogman, Ryan	\$75.00	Commission
Langstraat, Manual	\$30.00	Sheriff

Littlecott, Laura	\$45.00	Commission
McCrea, Don	\$15.00	Sheriff
Miller, Stephne	\$75.00	Commission
Molengraaf, John	\$30.00	Commission
Pierce, Irene	\$45.00	Welfare
Pierce, LeeAnn	\$75.00	Commission
Pike, Jon	\$60.00	Sheriff
Plowman, Shawn	\$90.00	Technology
Prussman, Chris	\$75.00	Highway
Sebring, Scott	\$105.00	Sheriff
Stanwick, Martin	\$105.00	Sheriff
Steffensen, Stacy	\$105.00	Commission
Stoltenburg, Mike	\$15.00	Sheriff
Sweebe, Bart	\$105.00	Jail
Thoreau, Meghan	\$45.00	Zoning
Umberger, Chuck	\$30.00	Sheriff
Van Duyn, Keith	\$30.00	Commission
Witchey, Kristen	\$75.00	Finance
Yseth, Tom	\$75.00	Commission

Motioned by Pierce, seconded by Miller to approve an operating transfer in the amount of \$3,406.18 from General Fund line 101-4-911-4260 to Contract Law Fund line 237-3-371-0000 and to close out Contract Law Fund 237 as of 12-31-2014. Background information was provided by Steffensen. Roll call vote: Jensen “aye”, Pierce “aye”, Krogman “aye”, Miller “aye. Motion carried.

Motion by Pierce, seconded by Jensen to approve and authorize Vice-Chairperson Krogman to sign Resolution #15-04: a resolution establishing the number of on-sale alcoholic beverage licenses and the fees to be charged therefore. Background information was provided by Steffensen and Deputy State’s Attorney Abigail Howard. Roll call vote: Pierce “aye”, Krogman “aye”, Miller “aye”, Jensen “aye”. Motion carried.

RESOLUTION #15-04
A RESOLUTION ESTABLISHING THE NUMBER OF ON-SALE ALCOHOLIC
BEVERAGE LICENSES AND THE FEES TO BE CHARGED THEREFORE

WHEREAS, SDCL Chapter 35-4 grants to counties certain powers to determine the number of on-sale licenses available outside of the corporate limits of municipalities in such county and the fees to be charged for such licenses, and

WHEREAS, by Resolution #00-16, the Brookings County Board of County Commissioners established the number of on-sale licenses at six (6), and

WHEREAS, the population of individuals residing within the county but outside the incorporated municipalities has since increased.

THEREFORE, BE IT RESOLVED, that Resolution #00-16 is hereby rescinded and that no more than seven (7) on-sale alcoholic beverage licenses, as classified by SDCL 35-4-2(6), shall be approved outside the corporate limits of municipalities within Brookings County for the calendar year 2016 and each year thereafter until further resolution by this Board; and

BE IT FURTHER RESOLVED that the initial and renewal fees to be charged for each such license shall be the same fee for a similar license in the nearest municipality to the license location, as established in SDCL Chapter 35-4.

Adopted this 6th day of January, 2015.

BROOKINGS COUNTY COMMISSION:

ATTEST:

Ryan Krogman
Vice-Chairperson
Board of County Commissioners
Brookings County, South Dakota

Vicki Buseth
Finance Officer
Brookings County, South Dakota

Motioned by Jensen, seconded by Pierce to approve Agreement #15-01: Contract Amendment 1 between Brookings County and the State of South Dakota Department of Health, WIC Program for FY2015. The board directed Steffensen to research what the exact changes are to this agreement.

Motioned by Jensen, seconded by Pierce to table action on Agreement #15-01 to January 27, 2015. Roll call vote: Krogman "aye", Miller "aye", Jensen "aye", Pierce "aye". Motion carried.

Motioned by Miller, seconded by Jensen to approve a 1-year contract for Jail Food Services for 2015. Background information was provided by Sheriff Martin Stanwick. Motioned by Miller, seconded by Jensen to amend the main motion to approve the bid amount submitted by Hy-Vee. Roll call vote on the amendment: Jensen "aye", Pierce "aye", Krogman "aye", Miller "aye". Amendment carried. Roll call vote on the main motion as amended: Roll call vote: Miller "aye", Jensen "aye", Pierce "aye", Krogman "aye". Main motion as amended carried.

Motioned by Pierce, seconded by Miller to approve the "LEOP No Change" Certificate. Background information was provided by County Development Director Hill. Roll call vote: Jensen "aye", Pierce "aye", Krogman "aye", Miller "aye". Motion carried.

Motioned by Miller, seconded by Jensen to approve the SLA Quarterly Agreement - 1st Quarter FY2015. Background information was provided by Hill. Pierce "aye", Krogman "aye", Miller "aye", Jensen "aye". Motion carried.

The board discussed the volunteer board appointment process. Steffensen said two applications for Extension Board came in after the deadline of December 30th. She said it would be the board's discretion on whether or not they would like to approve them. Howard said they should take separate action for those applications that were not included in the board's original packet.

Motioned by Miller, seconded by Pierce to approve Andy Dupraz, Alan Gregg, and Richard Waldner to the Brookings County Extension Board for 1-year terms to run January 10, 2015-January 9, 2016. Roll call vote: Krogman "aye", Miller "aye", Jensen "aye", Pierce "aye". Motion carried.

Motioned by Miller, seconded by Jensen to approve Jennifer Pickard and Debra Ford to the Brookings County Extension Board for 1-year terms to run January 10, 2015-January 9, 2016. Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye". Motion carried.

Motioned by Miller, seconded by Pierce to approve the following board appointments and department liaisons for 2015. Roll call vote: Jensen "aye," Pierce "aye," Krogman "aye," Miller "aye." Motion carried.

2015 Board Appointments

Jensen- 4-H Promotion & Expansion Committee

Jensen- Brookings Area Transit Authority

Krogman- Brookings County Regional Railroad Authority

Jensen- Brookings County Regional Railroad Authority

Krogman- Brookings Economic Development Corporation (BEDC)

Miller- Brookings County Extension Board

Krogman- Brookings Board of Health

Miller- Domestic Abuse Shelter-Ex-Officio

Krogman- East Central Behavioral Health and Chemical Dependency Board

Yseth- East Central Regional Communications Council-Chair

Krogman- East Central Regional Communication Council-Board Member

Miller- First District Association of Local Governments

Pierce- Governmental Affairs Committee

Yseth- Growth Partnership Board

Yseth- Housing & Redevelopment Commission – Ex-Officio & Family Self Sufficiency

Krogman- Inter-Lakes Community Action- Governing Board (ICAP)

Krogman-Joint Powers Board

Miller- Joint Powers Board
Yseth- Local Emergency Planning Committee (LEPC)
Pierce- Swiftel Center Advisory Board
Pierce- Planning/Zoning Board Member
Miller- Weed & Pest Board Member
Pierce- Youth & Family Services-Advisory Board for JDC
Krogman- Hospital Board Ex Officio
Yseth- 34th Avenue Project Liason
Krogman- 34th Avenue Project Liason
Yseth- Novita Road Project Liason
Krogman- Novita Road Project Liason
Jensen- South Brookings Drainage Liaison

Joanie Holm- County Coroner
Martin Stanwick- Deputy County Coroner
Scott Sebring- Deputy County Coroner
Darin Haider- Deputy County Coroner
Chuck Umberger- Deputy County Coroner
Darcy Clifford- Deputy County Coroner
Mike Stoltenburg- Deputy County Coroner
Jon Pike- Deputy County Coroner

2015 Department Liaisons

Krogman- Community Health, WIC
Yseth- Emergency Management
Jensen- Equalization
Yseth- Finance Office
Miller- Highway
Pierce- Register of Deeds
Krogman- Sheriff, Detention Center, Contract Law
Miller- States Attorney
Jensen- Veteran's/Human Services
Miller- Weed
Pierce- Zoning/Drainage

Commission Department Director Stacy Steffensen discussed the 34th Avenue project and getting reimbursed from the city for their portion of the project. She reminded the commissioners to pass invitations, issues and concerns onto her so any public events three or more board members may attend can be published. Steffensen said she can also easily pass along issues and concerns to the full board. She said the agendas for commission meetings close at noon on the Wednesdays before commission meetings. Steffensen also discussed rescheduling the group photo with Melby Photography and Brookings Day at the Capitol.

Deputy State's Attorney Abigail Howard told the new commissioners that they can contact her with any questions or concerns of a legal nature. She also gave background information on other duties she performs for the county.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Miller had no report.

Commissioner Jensen reported on the Winter Calf Show.

Commissioner Pierce had no report.

Commissioner Krogman gave an update on the 34th Avenue project.

ADJOURNMENT

There being no further business, Vice-Chairperson Ryan Krogman declared the meeting adjourned until Thursday, January 15, 2015 at 8:00 a.m.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

Paisley Raml
Finance Assistant II
Brookings County Finance Office

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